



**DEPARTMENT OF THE AIR FORCE
HEADQUARTERS ARNOLD ENGINEERING DEVELOPMENT CENTER (AFMC)
ARNOLD AIR FORCE BASE TENNESSEE**

8 November 2002

AEDC/PKM
100 Kindel Drive Suite A337
Arnold AFB TN 37389-1337

TO: ALL PROSPECTIVE OFFERORS

SUBJECT: Solicitation F40600-03-R-0001, Operation, Maintenance, Information Management and Support of AEDC – 22 November 2002 Industry Day

1. We're inviting potential offerors to attend an Industry Day at AEDC on 22 November 2002. The purpose of the meeting will be to share with you the changes we may include in the final solicitation as a result of the excellent feedback we received regarding the Draft Request for Proposals (DRFP). The meeting will be held in the AEDC Main Auditorium beginning at 0900. I anticipate that it will last from two – three hours. You may bring as many representatives as you wish. You must register at the Visitor Center (Pass & Registration) and receive a visitor badge to enter AEDC.
2. An Information Sheet is provided at Attachment 1. Please complete the registration form at Attachment 2 and FAX to Ms. Karen Herget at (931) 454-6726 to register for the industry meeting. All visitors should be U.S. citizens. Special authorization for foreign nationals or for U.S. citizens representing foreign countries or businesses is required. Contact us immediately to begin this sometimes lengthy process.
3. For informational purposes, we plan to release the RFP on 6 January 2003 with proposals due 14 February 2003. We anticipate awarding the contract in late June or early July.
4. If you have any questions, please call Ms. Karen Herget or me at (931) 454-6886. We look forward to seeing you.


JOHN L. SUTTON
Contracting Officer
Chief, Contract Management Branch

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1. Information Sheet
 2. Registration Form

Information Sheet
AEDC Industry Meeting
22 November 2002

MEETING LOCATION

The AEDC Industry Meeting will be held in the AEDC Main Auditorium at Arnold Engineering Development Center (AEDC), Arnold AFB, TN on 22 November 2002. No recording devices or cameras are allowed. **Visitors are not authorized to drive around the base unescorted except to go to the appointed meeting location and then off station at the conclusion of Industry Day.**

REGISTRATION

You may send as many representatives as you wish to this meeting. Please complete the attached registration form and fax to us at (931) 454-6726 NOT LATER THAN 20 November 2002. All visitors should be U.S. Citizens. If your company intends to send a foreign national, then you must contact us immediately to begin the clearance process. If you're a U.S. citizen and represent a foreign company, then special authorization is also required.

TRAVEL ARRANGEMENTS

For visitors flying into Nashville International Airport, transportation to AEDC by rental car is the best choice. Travel time between the airport and AEDC is approximately 1 hour 10 minutes by car, so plan your arrival and departure times accordingly.

Directions from the Nashville Airport:

From airport take Exit 56B to Chattanooga I-24 East (map enclosed)
Travel approximately 65 Miles to Exit 117
Turn right on exit ramp onto Wattendorf Highway
Turn right at the Arnold AFB Main Gate
Turn right into the Pass & Registration Office before entering the gate. Check in at Pass & Registration and obtain a Visitor's Badge. You can obtain directions to the Main Auditorium at Pass & Registration.

LUNCH

Lunch will be available in the Main Cafeteria, which is located in the same building as the AEDC Main Auditorium.

ADDITIONAL INDUSTRY MEETING INFORMATION

If you require any additional information or assistance, please call Ms. Karen Herget or Mr. John Sutton, at commercial (931) 454-6886.

REGISTRATION FORM

**Arnold Engineering Development Center (AEDC)
Arnold AFB TN**

**AEDC Industry Meeting
22 November 2002**

(Please complete a separate form for each attendee)

COMPANY NAME _____

Name of Representative _____

Title _____ **Citizenship** _____

Address _____

Phone _____ **E-mail** _____

If you require any additional information or assistance, please call contact Ms. Karen Herget or Mr. John Sutton at (931) 454-6886